



Data Model Task Force (DMTF): Community Site Directions

The Data Model Task Force Communities of Practice (CoP) area is the main collaboration tool in the development of the national data model. The Community is the working site for all DMTF activities and communications. It is also the place where new, smaller sub-communities (sub-Groups) of the larger Task Force Community can develop on an as-needed basis as we collectively address the growing need for quality data model development.

The Community is built upon Microsoft's SharePoint and is a section of the Schools Interoperability Framework Association's (SIFA®) Community site. If you are new to SharePoint, please take a moment to review the [browser support by operating system](#). For a brief introduction to collaboration using SharePoint, you may also be interested in the [Sharepoint Introduction](#).

The Community requires a username and password for all access--you will be prompted to login whenever you access the site and many of the documents and functionalities. If you should happen to forget your username and/or password once registered, send a notice to vparedes@sifinfo.org.

The Site

This is the main page of the site. You will most often be interested in the section labeled "Featured Documents" where documents of current interest are posted and the "Links" section where you can access subgroup specific sites.

Site and Key Navigation Areas

SharePoint sites are formed by portal users to collaborate on topics of interest to smaller sub-communities of the entire user community. SharePoint sites are virtually unlimited in terms of their functionality. The creator of a site determines which functionality is most useful to site users, and end users of sites may also have the option to create personal views of that shared functionality. The owner of the site also determines who from the general user community is allowed to access his or her site. Owners and users may also be allowed to create sub-sites dedicated to topics, meetings, documents, etc. of interest to all or a subset of the site users.



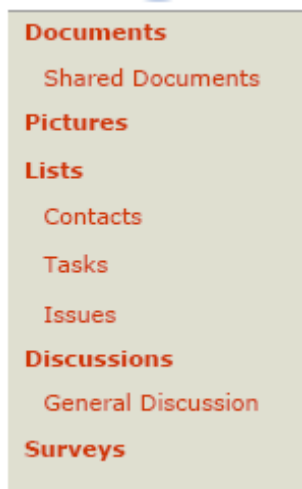
Home: This brings you to the home page for the Data Model Task Force Community and all tools including lists of members, and the ability to “tailor” the page for your usage and viewing.

Documents and Lists: This page shows all the libraries, lists, discussion boards, and surveys in this site. Click the name of a library or list to view its contents. To create a new library or list, click Create.

Create: Use this page to add a new library, list, discussion board, survey, or Web page to this Web site. Choose one of the pre-defined types or create a custom list.

Site Settings: Use the links on this page to manage site settings and update your personal information on this Microsoft Windows SharePoint.

Help: Online Sharepoint help.



Documents: This section is for all the postings relevant to the work of the Task Force or the Sub-Groups. Folders can be created and documents can be uploaded and accessed in this section.

Pictures: This section is for posting pictures relevant to the work of the Task Force or the Sub-Groups – or just for your own fun! This is one section that you can personalize and share photos with others. section.

Lists: This sections allows you to post messages, lists, events, links and issues related to the entire Task Force or your Sub-Group.

Discussion: A newsgroup-style tool for topic conversations

Surveys: Sharepoint gives you the functionality to create and disseminate surveys to gather info during the data model creation.

Members and Groups Lists: A full list of Task Force members and their relevant information is accessible in this section of the site.

Links: This section takes you other organizations and directly to the Sub-Group areas that have been developed to support the data model development.

Modify Shared Pages: Many different web parts are pre-packaged with SharePoint and can be added to shared views of pages by site creators.

Logging on to the Site

Go to this web address:

<http://community.sifinfo.org/sites/ForumDataModel/default.aspx>

A dialog box will appear. Enter your user id and password. Your user id is usually your first initial plus your last name. There may be exceptions if someone else has your first initial and last name. See your subgroup lead or Vince Paredes (email address below) for your password.

Click "Okay" and you should see the main community page.

Forum Website

All formal Forum documents will be posted to the Forum's Data Model Task Force website located at:

http://nces.ed.gov/forum/pk12_data_model.asp.

Questions

The best way to learn and use the site is to just play! Please feel free to contact Vince Paredes at [**vparedes@sifinfo.org**](mailto:vparedes@sifinfo.org) or at 202-246-2412 if you have questions, concerns or help!